SECOND YEAR

CK107 GEOGRAPHICAL AND ARCHAEOLOGICAL SCIENCES

COURSE INFORMATION

2020 – 2021

Department of Archaeology and Department of Geography, University College Cork

Year Co-ordinator: Dr: Eileen O’Rourke, Top Floor Geography Department. Email: e.orourke@ucc.ie
**Course Structure**

**Students must complete all core modules and four of the elective modules. Students take 60 credits in total.**

Students should spread their modules across both semesters, with a minimum of 20 credits in each semester and with no more than 40 credits in any one semester.

**SECOND ARTS Geographical and Archaeological Science**

**Core modules (40 credits)**

- AR2016 Archaeological Theory (5 credits)
- AR2037 Introduction to Environmental Archaeology (5 credits)
- AR2046 Geoarchaeology Field School (10 credits)
- GG2005 Quaternary Environments and Geomorphology (5 credits)
- GG2010 Cities of Diversity (5 credits)
- GG2037 Introduction to Geoinformatics (5 credits)
- GG2038 Geographical Research Methods (5 credits)

**Elective modules (20 credits)**

Students select 20 credits from the following modules (as timetables allow):

*(To avoid scheduling conflicts, please consult timetables before choosing elective modules)*

- AR2014 Artefact Studies (5 credits)
AR2033 Chalcolithic and Bronze Age Europe (5 credits)
AR2034 The Archaeology of Early Medieval and Viking Britain (5 credits)
AR2038 Human Remains for Archaeologists (5 credits)
AR2042 The Archaeology of Later Medieval Ireland, c.AD 1100-1550 (5 credits)
AR2044 Heritage Management and Archaeology (5 credits)
AR2047 Celts, Germans and Scythians – The People of the European Iron Age (5 credits)
CS2211 Web Systems I (5 credits)
CS2212 Web Systems II (5 credits)
GG2014 Geography of Tourism (5 credits)
GG2023 Economic and Rural Geography (5 credits)
GG2024 Social Geography (5 credits)
GG2025 Biogeography (5 credits)
GG2046 Atmosphere, Weather and Climate (5 credits)
GL2011 Sedimentological Processes and Sedimentary Petrology (5 credits)
GL2019 Fossils as Living organisms (5 credits)
ZY2000 Vertebrate Diversity (5 credits)
EV 2002 The Environment and Human Health (5 credits)

**Important: Change of Module**

Students wishing to register a change of module must do so via the Student Portal or at the Student Records and Examinations Office no later than two weeks after the start of each Semester, i.e. by Friday, 9th October 2020 (Semester 1) or Friday, 5th February 2021 (Semester 2). No changes in registration will be allowed after these deadlines.
### University College Cork Academic Year 2020 – 2021

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<thead>
<tr>
<th>Semester 1</th>
<th>28th September – 20th December 2020</th>
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<tr>
<td>Christmas Recess</td>
<td>21st December 2020 – 3rd January 2021</td>
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<tr>
<td>Study week</td>
<td>4th January – 10th January 2021</td>
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<td>S1 Exam period</td>
<td>11th January – 17th January 2021</td>
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<td>Semester 2 (S2)</td>
<td>25th January – 4th April 2021</td>
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<td>Easter Recess</td>
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<td>Last 2 weeks of S2</td>
<td>12th April – 25th April 2021</td>
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<td>Study Week</td>
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<td>S2 Exam period</td>
<td>3rd May – 16th May 2021</td>
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Welcome back to College and to the second year of your degree programme. You have already selected the modules for your programme of study and registered them electronically. These may be changed up to Friday October 9th for Semester 1 modules, and Friday 5th February for Semester 2 modules. As you will be aware by now, UCC has semesterised which means there will be exams after Christmas as well as after Easter. Although you will be given provisional exam results in March 2021, it is only after the summer exam boards that results will become final. More details can be found in the Book of Modules 2020/2021 (http://www.ucc.ie/academic/modules/) and the published College Calendar (http://www.ucc.ie/academic/calendar/).

Note particularly that the pass mark for all modules is 40% and the minimum module mark required to allow compensation is 30%.

**IMPORTANT** - Please note it is the responsibility of each student to inform him/herself adequately regarding the assessment requirements for each module they are sitting.

**Geography Assignments**

Many modules offered by the Department of Geography include an element of continuously assessed work – essays, field reports, practical reports etc.

All module details are available on the departmental website.

All students are expected to meet the deadlines set for the submission of assessed work. To ensure equality in course assessment, submission of assignments after these deadlines will be subject to penalties.

- Any assignments worth 25% or more must be submitted online via Canvas / or when specified to relevant box with a department date stamp and a receipt obtained for it.
- Along with this, students are also required to submit assignment work via TURNITIN on Canvas.

Unless otherwise informed by staff, all submissions to the Geography Department are to be made via the Plagiarism checking software Turnitin. As well as providing an originality score, the software will also record the date of submission, providing a failsafe electronic receipt of work. The date of electronic submission must be on or before the due date and time for the assignment.

Due to Covid-19 restrictions only hand in a paper copy with a completed cover sheet and date stamp, when specified.

**Penalties for late submission**
It is essential that lectures and practicals - including any field components - are attended and all work is completed and submitted on time. In the Geography Department, where work is submitted up to and including 7 days late, 5% of the total marks available shall be deducted from the mark achieved. Where work is submitted up to and including 14 days late, 10% of the total marks available shall be deducted from the mark achieved. Work submitted 15 days late or more shall be assigned a mark of zero. Note that this may be different in other schools and departments and it is your responsibility to be familiar with the regulations of those module providers.

When a practical, field day or other module element is missed for a valid reason (e.g. illness, representing UCC, etc.), relevant documentation must be presented to the department at the first opportunity so alternative arrangements can be made to complete the requirement.

**IT IS TO YOUR ADVANTAGE TO ENSURE THAT THE DEPARTMENT HAS A CLEAR RECORD OF ANY CIRCUMSTANCES PREVENTING YOU FROM MEETING DEADLINES.**

**Plagiarism**

Plagiarism, in all its forms, is strictly forbidden (i.e. the copying and use of materials from websites, journals, books, official documents and all other publications etc.). All materials used in your work (continuous assessment tasks/practicals) if not directly your own, must be sourced and referenced. See further details/information on the Geography Plagiarism policy in the undergraduate handbooks on the departmental website [http://www.ucc.ie/en/geography/currentstds](http://www.ucc.ie/en/geography/currentstds)

**Communication**

You are **strongly advised** to consult your student email and Canvas regularly for course details, fieldwork arrangements, exam structures and results.

**ADMIN:**

Agnes O’Leary  
Ground Floor, Geography Building  
Telephone: 021 4902517  
Email: agnes.oleary@ucc.ie
Website

Students should be familiar with the web-site of the Department of Archaeology. This may be accessed at:

www.ucc.ie/archaeology

The web-site provides general information on the Department, our staff and research interests. It also provides details of our teaching programmes, including a resources section which can be found under the ‘Current Students’ section on the menu bar (navigate to ‘Second Year’ under the ‘BA General’ sub-section). This resources page contains various information on your study path, including: Guides to Essay Writing, Marking Schemes and Fieldwork Safety; Information on submitting assessments and downloadable Submission and Mitigation Forms; and links to the Boole Library’s ‘Archaeology Resource Page’, online timetables and UCC’s Archaeology Society’s Facebook Page.

The username and password to access the protected part of the website:

Username: archaeology
Password: monument123!

CANVAS

UCC Canvas is where you may find your course materials, lecture notes, assignments, communication, etc for each of your registered modules.

A Canvas account will automatically be created for you within 24 hours of completing all parts of the student registration process. Canvas is new to UCC this year and replaces Blackboard.

How do I logon to my Canvas account?

1. Go to http://sit.ucc.ie
2. Click the Canvas icon
3. Logon using your full student Umail address and Student IT password
Alternatively, you can access Canvas directly at http://canvas.ucc.ie. If you are unable to logon to Canvas, please visit Student Computing to manage your student account credentials at sit@ucc.ie.

The Canvas Student App is available free for Android and iOS devices. When you open the app you will be asked to search for your school – enter “University College Cork” and hit the arrow to continue. Enter your Umail address and Student IT password, and then authorize the Canvas app to access your account.

You can also link Canvas with your UCC Umail and Office 365 accounts.

How do I use Canvas?

A Canvas Orientation course for students is accessible via your Courses list on Canvas to help you get started. We recommend you pay a visit!

If you need help when using Canvas, click ‘Help’ on the left-hand menu once you have successfully logged in. You can assess our 24/7 online chat, email and phone support, as well as the Canvas guides.

How do I see the modules I am enrolled in?

Once you log in, you will see your ‘Dashboard’, which displays information about your current modules, announcements and an activity stream that shows recent activity in all your modules.

Not all of your modules may appear on your Dashboard. In order to see all of your registered modules, click the Course link on the left-hand menu, and then click ‘All courses’.

- If your module is listed as published, then you can click the link and view the content. You can also ‘star’ the modules you want to appear on your dashboard.
- If your module is listed as not published, then your lecturer has not yet released the module to students. Please discuss with your lecturer if necessary.

If one or more of your modules is not listed in the All Courses list, you should validate you registration via MyStudentAdmin. Please note it can take up to 24 hours for registration changes to be reflected in Canvas.

University College Cork operates an online learning resource system known as Canvas. Many of your lecturers may use the system to deliver learning material. You will automatically be activated on the UCC Canvas System when you register for a course. Among other items, the Canvas Site will contain general information on courses, important announcements, downloadable reading material, and slideshows from your tutorials.
Some assessments will also be submitted through the Canvas system. Further details of this will be announced during lectures and tutorials. Further information on Canvas will be given during tutorials. There are also some online tutorials/how-to guides on the Canvas system made available by UCC IT Services through the Student Portal.

**Continuous Assessment in Archaeology**

Online submission of essays and other continuous assessments through TURNITIN on Canvas – no hard copies required for 2021/21

**TURNITIN Submission:**

**What is Turnitin?**
Turnitin is an online tool, which is integrated with CANVAS, that allows students to:

- submit assignments electronically
- check them for plagiarism.

**How does it function?**
Both students and staff are given a password that allows them to access CANVAS ([https://www.ucc.ie/en/canvas/](https://www.ucc.ie/en/canvas/)). When you have done so, and selected the appropriate course, on the left frame you will see an ‘assignments’ link: click on this. Once you have chosen the appropriate assignment, you can upload your essay – exactly as with any other email attachment – and it is sent to the assigning lecturer’s prescribed Turnitin assignment page.

- A digital copy of all continuous assessment for Archaeology modules should be submitted via Turnitin (unless otherwise advised by your module coordinator)
- Always save a copy of submission instructions for yourself

**PENALTIES FOR LATE SUBMISSION OF ASSESSMENTS**
Where continuous assessment work is submitted up to and including 7 days late, 10% of the total marks available shall be deducted from the mark achieved. Where work is submitted up to and including 14 days late, 20% of the total marks available shall be deducted from the mark achieved. Work submitted 15 days late or more shall not normally be accepted.

Students who submit assignments after the due date may apply to have these penalty marks waived or have their work accepted for examination. To do so, students must email their lecturer a completed *Continuous Assessment Mitigation Form* with the late assignment. Copies of this CAM form (overleaf) may be downloaded from the department web-site (‘Student Resources’ section) or can be obtained by emailing your lecturer.

**Mitigation**

If you have a genuine reason for submitting your essay late (i.e. illness, family bereavement etc), you must fill out a Continuous Assessment Mitigation Form and attach it to your essay. These forms are available from our student resources webpage. The Department will then consider your request to have the essay accepted for marking and any penalty marks waived.

**Archaeology Timetabling**

All Archaeology modules are taught in 6 week blocks as follows:

 Semester 1A (S1A) – 28th September to 6th November
 Semester 1B (S1B) – 9th November to 18th December
 Semester 2A (S2A) – 25th January to 5th March
 Semester 2B (S2B) – 8th March to 23rd April

Important: the compulsory AR2046 Field School is held over 5 days during the Easter recess, 6–10th April
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